

CPA Certificate Experience Verification
Connecticut State Board of Accountancy
Form SBA-12 (Main Form)
(Rev.7/01)

<p>1. <u>Applicant's full name:</u></p> <p>_____</p> <p>Dates of experience: From ____ / ____ / ____ To ____ / ____ / ____</p> <p>Amount of time claimed: _____ weeks</p>	
<p>2. <u>Employer information:</u></p> <p>A. Firm name and address:</p> <p>_____</p> <p>_____</p> <p>Telephone: ()</p>	<p>B. Supervisor's name. (Name of the qualified individual verifying experience and completing this form.)</p> <p>_____</p> <p>Certificate No. _____ (Or CT PA Lic. No.)</p> <p>Jurisdiction where certificate was issued: _____</p> <p>Date certificate was issued: / /</p>

3. Type of experience (check one):

Initial Certificate Applicant

___ Public Accounting

___ Non-Public Accounting

Reciprocal CPA Certificate Applicant

___ Public Accounting

___ Non-Public Accounting

___ Five year's practice of public accountancy in the immediately previous Ten years.

Note:

- For Non-Public Accounting Experience do not complete, Section 4, instead attach a detailed chronological listing of audit engagements, detailing the nature of the audit performed and the audit procedures performed by the applicant. A statement concerning the independence of the unit in which the applicant worked is also required.
- For reciprocal applicants having five years of practice in public accountancy verified, a qualified supervisor or partner may complete Section 4. A reciprocal applicant may also verify sole practitioner practice by attaching three letters of reference from clients or former clients detailing a total of five years of practice in public accountancy.

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4. *Nature of Public Accounting Experience (provide percentage of time in each category and list industries)*

- Application of generally accepted accounting principles and the application of one or more of the following: generally accepted auditing standards, standards of accounting and review services; and standards for accountants' services on prospective financial information, financial forecasts and projections.

List the industries involved in the engagements:
(I.e. manufacturing, retail, etc.)

_____ %

- Financial statement preparation from the books of account without audit and the preparation of related returns; performance of other related services requiring a knowledge of generally accepted accounting principles; tax related activities; review of financial projections; accountings for estates and fiduciaries.

List the industries involved in the engagements:
(I.e. manufacturing, retail, etc.)

_____ %

- Preparation of books of original entry, preparation of payrolls, checks, payroll tax reports, Sales and similar tax returns, posting to subsidiary ledgers _____ %
- Tax services _____ %
- Design and installation of accounting, cost or other systems when not related to an extension of auditing assignments; other management advisory services. _____ %
- Checking or comparing reports and tax returns; other services for clients not included in bookkeeping services; filing tax/law services, administration. _____ %
- Other services in the practice of public accounting not covered above _____ %

Total **100%**

5. *Sign and date.*

Under penalties of perjury, I declare and affirm that the statements made in the foregoing certification, including the accompanying statements, are true, complete and correct.

Signature: _____

Date: _____